

DEPARTMENT OF ENERGY  
DELEGATION ORDER NO. 0204-151  
TO THE CHIEF FINANCIAL OFFICER

1. DELEGATION. Pursuant to the authority vested in me as Secretary of Energy (“Secretary”) and Section 642 of the Department of Energy Organization Act (Public Law 95-91), there is hereby delegated to the Chief Financial Officer the authority to:
  - a. Determine the existence and amount of employee indebtedness and the method of collecting repayments as provided by 5 U.S.C. 5514.
  - b. Exercise the authority of the Secretary related to the waiver of claims arising out of erroneous payments of pay or allowances or travel, transportation, and relocation allowances as provided in 5 U.S.C. 5584.
  - c. Exercise the duties and responsibilities of the Secretary for authorizing and approving travel and establishing policies and procedures with respect to employee travel and relocation allowances under 5 U.S.C., chapter 57, and the Federal Travel Regulation.
  - d. Certify official long distance telephone calls made incident to official travel under the authority of 31 U.S.C. 1348(b).
  - e. Settle doubtful claims up to the designated threshold (31 U.S.C. 3702; General Accounting Office (GAO) Policy and Procedures Manual for the Guidance of Federal Agencies; Matter of Morrill, B-192246, January 8, 1979).
  - f. Report violations of the Anti-Deficiency Act as required by 31 U.S.C. 1351 and act in the name of the Secretary for the purpose of enforcing the Anti-Deficiency Act within the Department.
  - g. Certify vouchers and provide written authorization to DOE employees to certify vouchers as provided in 31 U.S.C. 3325.
  - h. Carry out the responsibilities assigned to the Secretary with regard to the exchange of funds between the Department and the States (31 U.S.C. 6503) and the timely disbursement of funds (31 U.S.C. 3335).
  - i. In accordance with 31 U.S.C. 3527 and the GAO Policies and Procedures Manual for the Guidance of Federal Agencies, recommend or grant relief from accountability for losses or deficiencies of disbursing officers, cashiers, or other accountable officers.

- j. Settle and pay claims by employees for personal property losses as provided by 31 U.S.C. 3721.
- k. Exercise the authorities and carry out the responsibilities assigned to the Secretary with respect to claims of the United States Government as provided in 31 U.S.C., chapter 37, subchapter II.
- l. Carry out the responsibilities assigned to the Secretary with respect to prompt payments as provided in 31 U.S.C., chapter 39.
- m. Act as trustee for Department of Energy escrow funds and carry out the responsibilities assigned to the Secretary for investing excess balances with the Department of the Treasury in Treasury non-marketable Government account series securities or with minority financial institutions as provided in the “Department of Energy - Department of Treasury Agreement on Establishment of a Deposit Fund Escrow Account for Payments in Regard to Possible or Actual Violations of Law Enforced by DOE” of April 7, 1980.
- n. Establish, approve, and issue financial plans and allotments for all components of DOE and make disbursements pursuant thereto.
- o. Establish, approve, and implement systems of administrative financial controls as required under 31 U.S.C. 3512.
- p. Exercise, on a non-exclusive basis, the authority of the Secretary to accept, hold, and administer gifts to the Department under 42 U.S.C. 7262.
- q. Approve exceptions to the full-cost recovery pricing policy pursuant to the Secretary's responsibilities to set prices (10 C.F.R. Part 1009).
- r. Exercise the responsibilities assigned to the Secretary in 31 U.S.C. 3332(b)(1) with respect to the granting of waivers of the requirement to receive wage and salary payments electronically.
- s. Prepare and/or certify financial statements, reports, and plans for submission to the Department of the Treasury, the Office of Management and Budget, other Federal agencies, Congress, and other entities as required by law or regulation.
- t. Perform other financial management responsibilities in accordance with regulations promulgated by the Department of the Treasury, U.S. General Accounting Office, Office of Management and Budget, Office of Personnel Management, and other external agencies.

- u. Appoint the Department's Deputy Chief Financial Officer. This authority may not be redelegated.
  - v. Issue rules and regulations as necessary and appropriate to carry out the authorities delegated herein. This authority may not be redelegated.
  - w. Take such other action as the Secretary may, from time to time, direct or authorize.
2. RESCISSION. This Delegation Order rescinds and supersedes Delegation Order No. 0204-138 from the Secretary to the Chief Financial Officer.
3. LIMITATIONS.
- a. In exercising the authority delegated by this order, or as redelegated pursuant thereto, the delegate shall be governed by the rules and regulations of the Department of Energy and the policies and procedures prescribed by the Secretary and his or her delegates.
  - b. Nothing in this order shall preclude the Secretary from exercising any of the authority so delegated whenever in his or her judgment his or her exercise of such authority is necessary or appropriate to administer the functions vested in him or her.
4. AUTHORITY TO REDELEGATE. Except as provided in paragraphs 1u and 1v, the authority hereby delegated to the CFO may be delegated further, in whole or in part, as the CFO may determine to be appropriate.
5. DURATION AND EFFECTIVE DATE.
- a. All actions pursuant to any authority delegated prior to this order or pursuant to any authority delegated by this order taken prior to and in effect on the date of this order are hereby confirmed and ratified, and shall remain in full force and effect as if taken under this order, unless or until rescinded, amended, or superseded.
  - b. This order is effective August 3, 1995.

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Hazel R. O'Leary  
Secretary of Energy